

Plymouth Joint School District
125 Highland Avenue
Plymouth, Wisconsin 53073

Telephone (920) 892-2661
Fax (920) 892-6366



Carrie Dassow, Ph.D.
Superintendent
Dan Mella
Asst. Supt. for Curriculum & Instruction
Anne Gamoke
Director of Pupil Services
Jon Miller
Manager of Business Services

ANNUAL NOTIFICATION OF RIGHTS - IMPORTANT, PLEASE READ

As required by law, the Plymouth School District annually notifies community members of the School District Policies and Procedures related to:

SCHOOL PERFORMANCE REPORT Board Policy 2700.01

Each school board shall, upon request, distribute to the parent or guardian a copy of the report. The data will be from the previous school year. If you have access to a computer, the data provided in the School District Performance Report is found through a link on the school district website at www.plymouth.k12.wi.us. You will not need to request a copy of the report if you choose to view the School Performance Report via the school district website. To request a copy of the report, please contact Dan Mella in the District Office at 920-892-2661, Ext. 1002.

SCHOOL ACCOUNTABILITY AND EDUCATIONAL OPTIONS NOTICE

According to State Statute, The Plymouth Joint School District is required to notify parents of the educational options available to children who reside in the resident school district (Plymouth). This requirement also requires notification of the schools accountability report. The Plymouth Joint School District will reference our most recent accountability report and the current listing of educational options.

Our State Testing data can be located at the following link: <https://apps2.dpi.wi.gov/reportcards/>
In addition, our website <http://www.plymouth.k12.wi.us> contains links to this information.

Educational opportunities available to Plymouth resident students include:

- Plymouth Joint School District - <http://www.plymouth.k12.wi.us>
- Full-time open enrollment - <https://apps4.dpi.wi.gov/opal2012/faqs.aspx>
- State virtual schools including resources listed at – <http://dpi.wi.gov/sms/charter-schools/virtual-charter-schools>
- Home based private education - <http://dpi.wi.gov/sms/home-based>
- Youth options - <http://dpi.wi.gov/dual-enrollment/youth-options/FAQ>
- Course options - <http://dpi.wi.gov/dual-enrollment>
- Sheboygan Lutheran High School - <http://www.lutheranhigh.com/>
- St Mary's Springs - <http://www.smsacademy.org/>
- Sheboygan Christian High School - <http://www.scchs.com/>
- St John the Baptist - <http://www.sjbplymouth.org/>
- St John Lutheran - <http://www.sjlplymouth.com/>
- Shepard of the Hills - <http://sothschool.weebly.com/>
- St Paul's - http://www.stpaulshowardsgrove.org/site/default.asp?sec_id=140002219
- Bethlehem Lutheran - <http://www.ourbethlehem.com/>
- Sheboygan County Christian School - <http://www.sheboyganchristian.com/>

STUDENT ASSESSMENTS

The Wisconsin Department of Public Instruction (DPI) generates accountability report cards for schools / districts based on state assessments. Assessment schedule and associated information can be located on the DPI website at <https://dpi.wi.gov/assessment>. Parents may request additional information regarding any state or local policy regarding student participation in any assessments mandated by law and by the district.

ACADEMIC & CAREER PLANNING

Information regarding Plymouth School District compliance with PI 26.03(1)(b)1 related to academic and career planning services can be found on the district website under the counseling tab at: plymouth.k12.wi.us.

BOARD ADOPTED ACADEMIC STANDARDS – Public Release

Wisconsin Act 55 requires identification of the academic standards adopted that will be in effect for the school year. The Plymouth Joint School District Board of Education will act on approval of The ACT College and Career Readiness Standards (<http://www.act.org/standard/>) as the primary standards for mathematics, science, reading, writing, geography, and history. These standards are supported by the Wisconsin Academic Standards (<http://dpi.wi.gov/standards>) and The Next Generation Science Standards (<http://www.nextgenscience.org/>) as reflected in our District Standards-based report cards.

PROGRAMS FOR ENGLISH LANGUAGE LEARNER STUDENTS – Board Policy 2260.02

The parents/guardians of limited English Proficient (English Learner) students participating in a language instruction program shall be notified, no later than 30 days after the beginning of the school year, of the following: • Placement and reason why their child was identified as LEP • Child's academic achievement level and level of English proficiency (including method of measurement) • The methods used for language instruction • How the language program will meet the child's instructional needs • How the program will help the child to learn English and meet the academic standards for promotion or graduation • The exit requirements for the language program • An explanation of parental rights, including the parent's right to enroll or remove a child from the language instruction program - ESEA, Wis. Stats. § 115.96(2)

STUDENT / PARENT RIGHTS - Board Policies 2416 & 5780

The Board of Education recognizes that students possess not only the right to an education but the rights of citizenship as well. In providing students the opportunity for an education to which they are entitled, the District shall attempt to offer nurture, counsel, and custodial care appropriate to their age and maturity. At the same time the Board recognizes that no student may be deprived of the basic right to equal access to the educational program and his/her constitutional right to due process and free expression and association as appropriate for the school environment.

Attendant to the rights afforded to each student, however, are certain responsibilities, which include respect for the rights of others, obedience to properly constituted school authority, and compliance with the guidelines and rules of the District. Since a student who has reached the age of majority possesses the full rights of an adult, s/he may authorize those school matters previously handled by his/her parents, but s/he also assumes the responsibility for his/her performance in school, attendance, and compliance with the guidelines and District rules.

Administrators, counselors, and teachers shall not provide a supporting affidavit for students who have petitioned the court to grant them the status of emancipated minors unless prior approval has been obtained from the District Administrator.

Parents also have rights in the school system to know about their student's educational experience. In addition, parents have the right to inspect any instructional materials used as part of the educational curriculum for their student. Instructional materials means instructional content, regardless of format, that is provided to the student, including printed or representational materials, audio-visual materials, and materials available in electronic or digital formats (such as materials accessible through the Internet). Instructional material does not include academic tests or academic assessments. 20 U.S.C. 1232h

RECRUITER ACCESS TO STUDENTS/RECORDS

Districts receiving federal education funds are required to provide, on request made by military recruiters or an institution of higher education, access to secondary school students' name, addresses and telephone listings unless access to such information has been restricted by an opt-out decision. Students age 18 or above or the parent of a student under 18 may submit a written request to the District that the student's information not be released to military recruiters or institutions of higher education without prior written parental consent.

BULLYING – Board Policy 5517.01

An overview of policy 5517.01 is posted in each building and the full policy is available to any person who requests it. Additional resources may be located on the DPI website at <https://dpi.wi.gov/families-students/health-safety/bullying>.

VIDEO SURVEILLANCE AND ELECTRONIC MONITORING – Board Policy 7440.01

The Board of Education authorizes the use of video surveillance and electronic monitoring equipment at various school sites throughout the District and on school buses. The District Administrator is responsible for authorizing where to install and operate fixed-location video surveillance/electronic monitoring equipment in the District. The determination of where and when to use video surveillance/electronic monitoring equipment will be made in a nondiscriminatory manner. Video surveillance/electronic monitoring equipment may be placed in common areas in school buildings (e.g. school hallways, entryways, the front office where students, employees and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries), the school parking lots and other outside areas, and in school buses. Except in extraordinary circumstances and with the written authorization of the District Administrator, video surveillance/electronic monitoring equipment shall not be used in areas where persons have a reasonable expectation of privacy (e.g. restrooms, locker rooms, changing areas, private offices (unless there is express consent given by the office occupant), or conference/meeting rooms), or in individual classrooms during instructional times. Security staff and administrators are authorized to carry and use portable video cameras when responding to incidents.

ASBESTOS NOTIFICATION – Board Policy 8431.01

In compliance with the United States Environmental Protection Agency (EPA) and the Asbestos Hazard Emergency Response Act (AHERA), this is notice that the Plymouth School District has an Asbestos Management Plan at the school district office. The plan is available for inspection by the public, parents, and district employees. The District performs six month periodic surveillance of asbestos in April and October with full re-inspections every three years. For more information please contact Richard Niehueser, Director of Building and Grounds, at 920-892-2661, Ext. 1070.

INDOOR ENVIRONMENTAL QUALITY PLAN – Board Policy 8405

The Plymouth School District would like to inform staff, students, parents, and the public of the District's **Indoor Environmental Quality (IEQ) Management Plan**. The plan was initially developed in 2012 and is reviewed as necessary. The plan was developed as deemed appropriate for the District. Questions and concerns should be directed to Richard Niehueser, Director of Building and Grounds. The District Office is located at 125 Highland Ave. Plymouth, WI 53073.

ANNUAL NOTICE OF SPECIAL EDUCATION REFERRAL AND EVALUATION PROCEDURES – Public Release

Upon request, the Plymouth School District is required to evaluate a child for eligibility for special education services. A request for evaluation is known as a referral. When the District receives a referral, the District will appoint an Individualized Education Program (IEP) team to determine if the child has a disability, and if the child needs special education services. The District locates, identifies, and evaluates all children with disabilities who are enrolled by their parents in private (including religious) schools, elementary schools and secondary schools located in the school district.

A physician, nurse, psychologist, social worker or administrator of a social agency who reasonably believes a child brought to him or her for services is a child with a disability has a legal duty to refer the child, including a homeless child, to the school district in which the child resides. Before referring the child, the person making the referral must inform the child's parent that the referral will be made.

Others, including parents who reasonably believe a child is a child with a disability may also refer the child, including a homeless child, to the school district in which the child resides.

Referrals must be in writing and include the reason why the person believes the child is a child with a disability. A referral may be made by contacting Anne Gamoke, Director of Student Services, Plymouth School District, at 920-892-2661, Ext. 1024, or by writing her at 125 Highland Avenue, Plymouth, Wisconsin 53073.

NOTICE OF CHILD FIND ACTIVITY FOR THE SCHOOL DISTRICT OF PLYMOUTH – Public Release

The Plymouth School District, upon request, will screen any child who has not graduated from high school to determine whether a special education referral is appropriate. A request may be made by contacting Anne Gamoke, Director of Student Services, Plymouth School District, at 920-892-2661, Ext. 1024, or by writing her at Plymouth School District, 125 Highland Avenue, Plymouth, WI 53073.

Annually, screenings are offered throughout the year to children under school age. The information from the screening is also used to determine whether a child should be evaluated for a suspected disability.

Student records are maintained in the interest of the student to assist the school in providing appropriate educational experiences. Student records are defined as all records relating to an individual student other than notes or records for personal use by teachers or other certified personnel which are not available to others and records necessary for and available only to persons involved in psychological treatment of a student. These personal notes and records become a part of a student's records only when they are used to affect the student's educational experience. The guidance counselor will have primary responsibility for maintaining the

confidentiality of all student records. All requests for transfer of student records should be made to the guidance department who will determine whether the inspection or transfer is permitted.

No person may be denied admission to any public school in the district or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, co-curricular, student services, recreational or other program or activity because of the person's sex, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, handicap or physical, mental, emotional or learning disability in the educational programs or activities operated by the Plymouth School District.